

# Little Traverse Bay Bands of Odawa Indians

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## Job Posting

**Job Title:** FISHERIES RESEARCH ENHANCEMENT TECHNICIAN  
**Department:** Natural Resources  
**Reports To:** Fisheries Biologist  
**Status:** Non-Exempt  
**Salary Range:** \$12.54 to \$16.96 per hr / (\$26,075-\$35,874) Annual  
**Level:** 3  
**Open:** November 8, 2011  
**Close:** November 29, 2011

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### SUMMARY

Provides support to the Fisheries Biologist and Natural Resources Department by assisting and aiding with research, funding, fieldwork, and data management.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

#### Research

- Research issues and topics as assigned by Fisheries Biologist or Natural Resource Director.
- Assist Fisheries Biologist in coordinating research design.
- Assist in lab work and research.
- Assist Fisheries Biologist in preparation of reports, presentations and/or published papers.
- Assist the Fisheries Biologist in preparation of funding proposal or grants.
- Investigate possible funding opportunities.
- Assist and participate in current research projects ( lake trout recruitment).
- Assist Fisheries Biologist and NRD Director with development of the Tribal Fish Hatchery.
- Assist Fisheries Biologist with future project fishery enhancement developments.
- Investigate potential fishery enhancement projects/developments.
- Assist Fisheries Biologist in the analysis and graphing of collected data.
- Operate computer equipment and technology as relates to job (GIS, image pro, excel, box car, photo max, media studio, optimax).

#### Fieldwork and Laboratory

- Assist in fisheries program assessments using a variety of gear types (gill nets, trawls, seines, impoundment nets).
- Assist in coordination of commercial harvest sub-sampling.
- Assist in collection, analysis, and recording of biological data (sex, age, maturity, spawning condition, diet, health status) of harvested fish.
- Assist in habitat assessment activities (requires open-water SCUBA certification).
- Analyze scale, fin and/or otolith samples for age determination.
- Responsible for transporting and operating Tribal research vessel.

- Download and archive temperature data and underwater video collected from field.
- Operate various equipment (GPS, field meters, radios, power tools, etc. as needed).

#### Other Duties

- Assist in the management of the LTBB Commercial Fisherman assistance programs.
- Responsible for the small scale production of bio-diesel to be used in Department vessels and vehicles.
- Responsible for maintaining fish composting of fishery assessments offal.
- Responsible for maintaining and fisheries equipment (boat, trucks, lab equipment, etc.).
- Monitor inventory and submit supply orders to Fishery Biologist for approval.
- Assist in office coverage and the issuance of licenses as needed.
- Other duties as assigned.

#### **EDUCATION AND EXPERIENCE**

Bachelor's degree (B.A.) from four-year College or university preferred; a minimum of Associate's Degree (A.A. or A.S.) in Fishery/Wildlife, Biology, or related field, with two years related experience in fisheries/wildlife management or research. Familiarity with operation of boats and standard fisheries assessment gear required. Experience with fish collection, tagging, and aging techniques preferred. SCUBA open-water certification is desirable. Valid driver's license required.

#### **PHYSICAL DEMANDS**

While performing the duties of this position, the employee will be required to stand, walk, use hands, handle, or feel, reach with hands and arms, climb or balance, swim, stoop, kneel, crouch, or crawl especially when working with fisheries equipment on the lake. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 100 pounds, and occasionally lift and/or move more than 100 pounds.

#### **WORK ENVIRONMENT**

Will be regularly exposed to wet and/or humid condition and extreme outdoor weather conditions. The employee will be frequently exposed to moving mechanical parts. Occasionally field duties will require traveling long distances in harsh weather.

#### **ADDITIONAL INFORMATION**

Must be able to work on the great Lakes in all weather conditions. Must be mechanically inclined so as to be able to maintain and make minor repairs on the fisheries assessment vessel and equipment.

#### **COMMENTS**

Indian Preference will apply.